

Inter-Office Memorandum



HASP AMENDMENT MEMO

To: Kevin Bate

CC: Sarah Meyer
Kevin Axe

From: Ron Bugg

Date: 09 January 2003

Project: Sybill Site 111 Military Road, Detroit, Michigan

W.O. 12634.001.001.0309

Amendment #: 1 Drive-by Inspection of the repaired security fence surrounding the Sybill Site

Reason for Amendment: Due to the repaired conducted on the security fence surrounding the site and the status of the site, the U.S. EPA requested START to conduct a general reconnaissance (twice a week) of the security fence surrounding to determine if there are any additional damages, vandalism, or unlawful entries of the site. This activity will continue until the removal action begins by the U.S. EPA.

Scope of Work:

Review the condition of the fence twice a week and contact the OSC if any damages or unlawful entry is detected. START will not enter the facility unless scheduled and approved by the OSC, WESTON PM and EH&S personnel. A buddy system needs to be incorporated, along with an amendment of the HASP indicating the additional activities that may occur if a site entry is made. Due to the location of the fence to the road, START will wear the proper reflector vest when surveying the condition of the fence near the road.

Equipment:

START will be equipment with a vehicle, proper PPE, and traffic vest. START will need to communicate with the OSC, WESTON PM, and the EH&S personnel. START equipment will include a dedicated field log book to record the inspection activities and a disposable camera to be use if any fence damage and/or illegal entry is observed.

Recommendation

If there is a breach in the security fencing, START will notify the OSC. START maybe requested to conduct a site entry to determine the extent of damages. If this occurs, START is requested to receive approval to conduct any additional activities. This activities need approval by the WESTON PM and reviewed by the H&S group through an amendment (written of verbalized), along with incorporating the buddy system when on site. The original hasp will be

K:\START Files\Active START Projects\12634.001.001.0309.00\HASP Amend for Sybill.doc C:\Documents and Settings\axk\Local Settings\Temporary Internet Files\OLK12\HASP Amend for Sybill.doc

reviewed and the acknowledgement of the HASP signed along with any additional documentation (amendments) that need or have been generated by START.

Contact List

Kevin Axe (WESTON PM) - 847.918.4147 or cell 312.259.4675

Sarah Meyer (Acting START Lead) - 312.424.3303 or cell 414.517.4429

Brian Kelly - EPA OSC- (734) 692-7684

Ron Bugg (START WESTON EH&S) - 312.424.3305 or cell 847.417.2294

Gayl Backus (Michigan EH&S) - 313.567.4000

___SHSC ___Site Manager Signature:_____ Date: _____

Reviewed:

Name: Ron Bugg Date: 1-9-03
Regional Safety Manager

Approved:

Name: Kevin Axe Date: 1-9-03
Project Manager
Kevin Axe, PM

Bate, Kevin

From: Axe, Kevin
Sent: Thursday, January 09, 2003 1:59 PM
To: Bugg, Ronald; Bate, Kevin; Meyer, Sarah; Korobka, Linda; Backus, Gail
Cc: Bayles, Pamela
Subject: FW: HASP amendment for Sybill

I made one minor edit to include log book and camera

-----Original Message-----

From: Bugg, Ronald
Sent: Thursday, January 09, 2003 10:29 AM
To: Bate, Kevin
Cc: Axe, Kevin; Meyer, Sarah; Korobka, Linda; Backus, Gail
Subject: HASP amendment for Sybill

Kevin

I made some changes by adding a contact list in the amendment. I included Gail in one of the contacts for EH&S.

Ron



HASP Amend for
Sybill.doc

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____SHSC ____Site Manager Signature: _____ Date: _____

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